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Shreveville Parish Tax Agency Fund
Of the Shreveville Parish School Board
Acadia, Louisiana

Financial Statements
and
Independent Auditor's Report
As of and for the Year Ended June 30, 1999

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 6-19-00 . . .

**Bossier Parish Tax Agency Fund
Of the Bossier Parish School Board
Bossier, Louisiana**

**Financial Statements and Independent Auditors' Report
As of and for the Year Ended June 30, 1999**

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INDEPENDENT AUDITORS' REPORT

Board Members

Bossierite Parish School Board
Acadia, Louisiana

We have audited the financial statements of the Bossierite Parish Tax Agency Fund of the Bossierite Parish School Board as of and for the year ended June 30, 1999, as listed in the table of contents. These financial statements are the responsibility of the Bossierite Parish School Board's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only the Bossierite Parish Tax Agency Fund and are not intended to present fairly the financial position and results of operations of the Bossierite Parish School Board, in conformity with generally accepted accounting principles.

The year 2000 information on page 18 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board (GASB) Technical Bulletin (TB) 99-1, Disclosures About Year 2000 Issues - an amendment of Technical Bulletin 96-3. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and do not express an opinion on it. In addition, we do not provide assurance that the Tax Agency is or will become year 2000-compliant, that the Tax Agency's year 2000 remediation efforts will be successful in whole or in part, or that parties with which the Tax Agency does business are or will become year 2000-compliant.

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the assets and liabilities of the Bossierite Parish Tax Agency Fund of the Bossierite Parish School Board, as of June 30, 1999, and the changes in assets and liabilities for the year then ended.

In accordance with Government Auditing Standards, we have also issued a report dated December 9, 1999, on our consideration of the Bossierite Parish Tax Agency Fund's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Board Members
Harrison Parish School Board
Arcadia, Louisiana

The accompanying OTHER INFORMATION, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements of the Harrison Parish Sales Tax Agency. Such information has not been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, accordingly, we express no opinion on it.

Allen, Green & Company, LLP
ALLEN, GREEN & COMPANY, LLP

Monroe, Louisiana
December 9, 1999

Bienville Parish Tax Agency Fund
Of the Bienville Parish School Board
Arcadia, Louisiana

Statement A

Statement of Assets and Liabilities
June 30, 1999

ASSETS

Cash	388,716
Total Assets	<u>388,716</u>

LIABILITIES

Deposits due others	388,716
Total Liabilities	<u>388,716</u>

The notes to the financial statements are an integral part of this statement.

**Monroe Parish Tax Agency Fund
Of the Monroe Parish School Board
Arcadia, Louisiana**

Statement B

**Statement of Changes in Assets and Liabilities
For the Year Ended June 30, 1999**

	<u>Balance</u> <u>July 1, 1998</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>June 30, 1999</u>
ASSETS				
Cash	\$100	\$1,753,887	\$1,753,811	\$96,076
LIABILITIES				
Deposits due others	\$100	\$1,753,887	\$1,753,811	\$96,076

The notes to the financial statements are an integral part of this statement.

**Monroe Parish Tax Agency Fund
Of the Monroe Parish School Board
Arcadia, Louisiana**

**Notes to the Financial Statements
As of and for the Year Ended June 30, 1999**

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**Bienville Parish Tax Agency Fund
Of the Bienville Parish School Board
Arcadia, Louisiana**

**Notes to the Financial Statements
As of and for the Year Ended June 30, 1999**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Bienville Parish Tax Agency Fund has been formed under joint agreement of the Bienville Parish School Board, the Bienville Parish Police Jury, the city of Arcadia, the town of Gibsland, the town of Ringgold and the village of Center for the collection of sales, use, excise and other fees, in accordance with Louisiana Revised Statutes 13:2844.

A. REPORTING ENTITY

For financial reporting purposes, in conformance with GASB Statement No. 14, the Bienville Parish Tax Agency Fund is an agency fund of the Bienville Parish School Board. Accordingly, the accompanying financial statements present only the accounts of the tax agency fund and are not intended to present fairly the financial position and results of operations of the Bienville Parish School Board in conformity with generally accepted accounting principles. The Bienville Parish Tax Agency Fund is included as part of the general-purpose financial statements of the Bienville Parish School Board.

B. FUND ACCOUNTS

A fund is a separate accounting entity with a self-balancing set of accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities (general fixed assets and general long-term obligations) that are not recorded in the "funds" because they do not directly affect or represent available financial resources. They are concerned only with the measurement of financial position, not with the measurement of results of operations.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types." Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The tax agency fund requires the use of a fiduciary fund as described below:

Fiduciary Fund — Sales Tax Collection Agency Fund

The Bienville Parish Tax Agency Fund is used to account for the collection and distribution of sales and use taxes imposed by the various taxing authorities within the parish. The agency fund is custodial in nature (assets equal liabilities) and does not involve measurement of results of operations.

C. FIXED ASSETS AND LONG-TERM OBLIGATIONS

Fixed assets used by the tax agency are accounted for in the general fixed asset account group of the Bienville Parish School Board. The tax agency has no long-term obligations at June 30, 1999.

**Blainville Parish Tax Agency Fund
Of the Blainville Parish School Board
Arnaudville, Louisiana**

**Notes to the Financial Statements
As of and for the Year Ended June 30, 1999**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. BASIS OF ACCOUNTING:

The financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., capital assets and other financing uses) in net current assets.

The basis of accounting for an agency fund is the modified accrual basis. The measurement focus is custodial, since the fund is not involved with the performance of governmental services. An agency fund has no revenues or expenditures and therefore there is no fund balance or need to measure the results of operations for a period.

E. BUDGETS

The custodial nature of an agency fund means there is no need to adopt a budgetary accounting system, therefore one has not been adopted.

F. VACATION, SICK LEAVE, AND PENSION PLANS

Employees of the Blainville Parish Tax Agency Fund are employed by the Blainville Parish School Board. The School Board is obligated for leave benefits and contributions to the pension system. Information on leave benefits and pension plans is available in the general-purpose financial statements of the Blainville Parish School Board for the year ended June 30, 1999.

**Bossier Parish Tax Agency Fund
Of the Bossier Parish School Board
Arcadia, Louisiana**

**Notes to the Financial Statements
As of and for the Year Ended June 30, 1999**

NOTE 2 - DEPOSITS DUE OTHERS

A summary of changes in deposits due others is as follows:

BALANCE, JUNE 30, 1998	\$	330
ADDITIONS:		
Sales tax collections		<u>3,753,897</u>
Subtotal		<u>3,754,227</u>
DEDUCTIONS:		
Taxes distributed to others:		
Bossier Parish School Board		2,844,240
Bossier Parish Police Jury		1,422,181
City of Arcadia		667,249
Town of Cadeaux		72,824
Town of Bienville		201,839
Village of Center		28,511
Hospital District No. 3		1,869
Fees for Adults of Sales Tax Vendors		68,286
Other Expenses (tax paid in error, tax transfer and tax refunds)		<u>112,962</u>
Total deductions		<u>5,121,811</u>
BALANCE, JUNE 30, 1999	<u>\$</u>	<u>40,316</u>

NOTE 3 - COMMITMENTS AND CONTINGENCIES

There is presently pending a claim outstanding for the Bossier Parish Tax Agency for the approximate amount of \$12,800. The Bossier Parish Tax Agency has agreed to reimburse the vendor approximately \$12,000 per month for six months. The amount of this claim that applies to Bossier Parish School Board, Bossier Parish Police Jury, and the Town of Arcadia, will be deducted from future collections for the appropriate amount that applies to the jurisdiction stated above.

**Monroe Parish Tax Agency Fund
Of the Monroe Parish School Board
Monroe, Louisiana**

REQUIRED SUPPLEMENTAL INFORMATION

**Bossier Parish Tax Agency Fund
Of the Bossier Parish School Board
Bossier, Louisiana**

**Required Supplemental Information
June 28, 1999**

On March 29, 1999, the Governmental Accounting Standards Board (GASB) issued Technical Bulletin (TB) 99-1, *Disclosures about Year 2000 Issues - an amendment of Technical Bulletin 98-1*. The amendment, among other things, provides that required year 2000 disclosures may be reported as required supplementary information. The Bossier Parish Sales Tax Agency reported the year 2000 disclosures as required supplemental information.

Year 2000 Information

The year 2000 issue is the result of shortcomings in many electronic data processing systems and other electronic equipment that may adversely affect the government's operation.

The Bossier Parish Sales Tax Agency has completed an inventory of computer systems and other electronic equipment that may be affected by the year 2000 issue necessary to conducting the Tax Agency's operations. This system is financial reporting.

As of June 28, 1999, the financial reporting system has been received and re-validated by the vendor at a cost of \$2,800.00. Validation and testing of this system has been completed by the vendor.

**Monroe Parish Tax Agency Fund
Of the Monroe Parish School Board
Monroe, Louisiana**

**OTHER REPORT REQUIRED BY
GOVERNMENT AUDITING STANDARDS**

The following is a report on internal control and compliance with laws, regulations, contracts and grants required by Government Auditing Standards, issued by the Comptroller General of the United States. The report on internal control is based solely on the audit of the financial statements and includes, where appropriate, any reportable conditions and/or material weaknesses. The report on compliance with laws, regulations, contracts and grants is, likewise, based solely on the audit of the presented financial statements and presents, where applicable, compliance matters that would be material to the presented financial statements.



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Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

Board Members
Bossier Parish School Board
Archie, Louisiana

We have audited the financial statements of Bossier Parish Tax Agency Fund of the Bossier Parish School Board, Archie, Louisiana, as of and for the year ended June 30, 1999, and have issued our report thereon dated December 9, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

As discussed in Note 1, the financial statements present only the Bossier Parish Tax Agency Fund of the Bossier Parish School Board and are not intended to present fairly the financial position and results of operations of the Bossier Parish School Board in conformity with generally accepted accounting principles.

Compliance

As part of obtaining reasonable assurance about whether Bossier Parish Tax Agency Fund of the Bossier Parish School Board's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Bossier Parish Tax Agency Fund of the Bossier Parish School Board's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A control weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited will occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be a material weakness.

Board Members
Bossier Parish School Board
Bossier, Louisiana

This report is intended for the information of the Board, management, the Bossier Parish Police Jury, the City of Bossier, the Town of Ringgold, the Town of Orléans and the Village of Cadeau, and is not intended to be used and should not be used by anyone other than these specified parties.

Allen, Green & Company, LLP
ALLEN, GREEN & COMPANY, LLP

Monroe, Louisiana
December 9, 2009

**Monroe Parish Tax Agency Fund
Of the Monroe Parish School Board
Monroe, Louisiana**

**Schedule of Findings and Questioned Costs
As of and for the Year Ended June 30, 1999**

PART I - Summary of the auditors' results

Financial statements audit

- i. The type of audit report issued was unqualified.
- ii. There were no reportable conditions required to be disclosed by Government Auditing Standards issued by the Comptroller General of the United States.
- iii. There were no instances of non-compliance considered material, as defined by the Government Auditing Standards, to the financial statements.

**Bossier Parish Tax Agency Fund
Of the Bossier Parish School Board
Bossier, Louisiana**

Other Information

The information in the following text concerns no management actions or intentions concerning prior- and current-year audit findings. This information has been prepared by the management of the Bossier Parish Sales Tax Agency of the Bossier Parish School Board. Management accepts full responsibility for the accuracy of the information. This information has not been audited and, accordingly, no opinion is expressed. However, Allen, Gaus & Company, LLP, did follow-up on prior audit findings, performed procedures to assess the reasonableness of the summary schedule of prior audit findings prepared by the Bossier Parish Sales Tax Agency, and would report, as a current-year audit finding when the auditor concludes that the Summary Schedule of Prior Audit Findings materially misrepresents the status of any prior audit finding.

**Bossier Parish Tax Agency Fund
Of the Bossier Parish School Board
Arcadia, Louisiana**

**Summary Schedule of Prior Audit Findings
June 30, 1999**

No findings were issued for the year ended June 30, 1998. Accordingly, there are no prior findings for which the status need be reported.

**Monroe Parish Tax Agency Fund
Of the Monroe Parish School Board
Monroe, Louisiana**

Management Letter Item



ALLEN, GREEN & COMPANY, LLP

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Management Letter Report

Board Members
Bossierite Parish School Board
Acadia, Louisiana

Following this letter is a status of prior management letter items which is required by the Legislative Auditor. This information has not been audited by Allen, Green & Company, LLP, and no opinion is expressed. However, we did follow-up on the prior management letter item and performed procedures to assess the reasonableness of the status of the prior management letter item prepared by the auditee, and we would report, as a current-year management letter item when Allen, Green & Company, LLP, concludes that the status of the prior management letter item materially misrepresents the status of any prior management letter item.

This report is intended for the information of the Board, management, the Bossierite Parish Police Jury, the City of Acadia, the Town of Ringgold, the Town of O'Connell and the Village of Carlin, and is not intended to be and should not be used by anyone other than these specified parties.

Allen, Green & Company, LLP
ALLEN, GREEN & COMPANY, LLP

Monroe, Louisiana
December 9, 1999

**Bienville Parish Tax Agency Fund
Of the Bienville Parish School Board
Arnaudville, Louisiana**

**Status of Prior Management Letter Items
June 28, 1999**

99-511 Rubber Stamp

Condition: A rubber stamp of the superintendent's signature is frequently used by the preparer to sign checks. A log to sign the stamp in and out is available but the log is not always used.

Corrective action taken: The Superintendent's secretary is responsible for monitoring the usage of the rubber stamp by ensuring that the rubber stamp is properly signed out on the log and initialed with her approval.